

www.cityofnorwichsc.co.uk

City of Norwich Swimming Club Easter Long Course Meet (Level 1 License No. 1ER190358)

Inc British & English Summer Championships Qualification

Sportspark ,UEA, Norwich: Fri 19th - Sun 21st April 2019

Under Swim England Laws & Regulations & Swim England Technical Rules of Racing

Venue	Sportspark, UEA, Norwich, NR4 7TJ
Pool	8 Lane Long Course Racing Pool Electronic Timing & 8-Lane Display Free Parking Saturday and Sunday (Friday may be subject to fees)
Age Groups:	10, 11, 12, 13/14 15/16 and 17/over All ages eligible for 50m, 100m, 200m and 400m all strokes 11yrs/+ may enter 800 Mixed Gender, 1500m Mixed Gender Ages as at 31st December 2019
Awards	British & English Summer Champ Ranking Finals: 100m & 50m all events Age groups for finals: 13/14, 15/16, 17/Over Top Male Athlete & Top Female Athlete Awards Top Visiting Club Award Spot Prizes <i>No additional awards or medals for finals – opportunity to swim for ranking times</i>

**HEATS & FINALS – 2 CHANCES TO IMPROVE RANKINGS FOR BRITISH & ENGLISH
SUMMER CHAMPIONSHIPS
THREE FULL DAYS OF SWIMMING
EXCELLENT FACILITIES WITH FREE PARKING SAT AND SUN
RESULTS ON MEET MOBILE AS YOU WATCH – FREE WIFI**

Events	50m, 100m & 200m All Strokes 400m Freestyle, 200m & 400m IM 800m Freestyle Mixed Gender, 1500m Freestyle Mixed Gender
Fees	Race Entry Fee: £7.00 per 50m, 100m, 200m and 400m events £10.00 per 800m & 1500m Spectator Entry: £8 per day, £20 for full weekend Programmes: £5 Free Parking Saturday and Sunday, Friday all day parking rates may apply.
Entries To	Tracey Spinner, 16 Ethel Road, Norwich, NR1 4DB. Enquiries can be e-mailed to tbirdspinner@gmail.com , or call 07970289643
Closing Date:	7pm on Friday 22nd March 2019.

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(Level 1 License No. 1 1ER190358)

Sportspark, UEA, Norwich: Fri 19th - Sun 21st April 2019

Under Swim England Laws & Regulations & Swim England Technical Rules of Racing

Meet Conditions

1. The event will be held at Sportspark, UEA, on 19th – 21st April 2019, held under Swim England Laws and Regulations, Swim England Technical Rules of Racing and to the Swim England Open Meet Licensing Criteria. Entries may only be accepted from competitors registered as Category 2 members of Swim England or competitors from one of the countries affiliated to FINA.
2. The pool length is 50 metres, 8 lanes with anti-wave ropes and Omega electronic timing. The depth of the pool is 1.8m.
3. Competitors' ages shall be as at **31st December 2019**. No 10 year old age group events in 800m Freestyle and 1500m Freestyle.
4. Entries will be eligible provided the swimmer meets the long course qualifying time. For the 800m and 1500m swimmers must meet the QT and will be limited to 5 heats (800m) and 4 heats (1500m) based on fastest entries split 50/50 male/female – unless the total number of entries does not exceed the total number of capped heats. If there is no long course time available a converted time using the Swim England comparative performance tables can be submitted.
5. Any competitor wishing to withdraw from the 1500m or 800m event can do so and will receive a refund provided notification is received in writing **two clear weeks** before the meet date so that reserves can be notified to fill their place.
6. Individual entries from visiting clubs shall be made on the entry forms and will be subject to an additional £5 administration charge **per swimmer**. This charge will be waived if the swimmer is entered using the Hytek TM Electronic entry file.
7. Where there are three or more competitors from a Club, entries must be submitted electronically together with a summary form and the Hytek Team Manager Entry Report with payment by BACS to Account 59071068, Sort 30-96-17, Ref EM19 + Club short code. If you wish to pay by cheque please email tbirdspinner@gmail.com for further details. Any Club manually entering 3 or more swimmers or who fail to submit the additional charge for individual entries will be subject to a further £25 administration charge **BEFORE** entries are processed. Entry software can be obtained from www.cityofnorwichsc.co.uk.
8. Swimmers in possession of a Swim England Certificate of Swimming Disability or whose Swim England membership record details a disability sport classification (S1-S15) are welcome to enter the competition with an entry time from Swim England Rankings. Personal care attendants for swimmers who require them are not required to pay for an additional Poolside Pass.
9. Masters swimmers are eligible to enter if they are able to evidence entry times from a Masters results site and/or times on Rankings.
10. The promoter reserves the right to limit entries. The slowest competitors **may** be rejected if the meet is over subscribed. The promoters reserve the right to give preference to accepting complete clubs entries when swimmers are travelling from overseas and pre book accommodation and flights.
11. Should the meet be oversubscribed we will be operating a waiting list for additional entries to fill lanes following withdrawals on the day. If you wish to have your name added to the waiting list please contact the promoter after accepted/rejected entries have been published.
12. The list of accepted and rejected entries will be published/available for download on the club website (www.cityofnorwichsc.co.uk) approximately two weeks prior to the competition. It is the competing club/swimmer's responsibility to check this list for accuracy and advise immediately of any mistakes/changes required.
13. Unfortunately there can be no refunds of entry fees unless entries are rejected by the organisers for any reason other than the long distance events if notified in accordance with the above rule 3 and a reserve can be found.
14. The meet promoter may check entries against the British Rankings. Falsely entered times will be rejected without refund.
15. **Swimmers withdrawing from events:** Each club should have their own record of swimmers entered. Swimmers unable to compete must be withdrawn. Withdrawal slips will be available from the recorders desk. There is a **£5 penalty for failure to notify 45 minutes prior to the start of the first event in each session**. This is to minimise empty lanes and enable the meet to progress smoothly.
16. Swimmers in the 800m and 1500m events are asked to report to the timing desk at the start of Session 1 (800m) and Session 4 (1500m) to confirm they are swimming. Text confirmation on the day to 07970289643 is also permitted.
17. Competitors must report to the marshalling area in a timely manner, normally 1 event in advance of their own, where they will be given their start order. Any swimmer not reporting may be deemed to have withdrawn from that event. It is the swimmers duty to inspect the start list posted by the marshalling area, and report to the event marshals when instructed to do so.
18. All events will be seeded on submitted times and all heats will be spearheaded. The first three swimmers in each event in each age group will receive awards. All 50m and 100m events will have age grouped finals. Over the top starts may be used at the referee's discretion.
19. There will be an award for the top visiting club and points will be awarded as follows for the top 8 places 8,7,6,5,4,3,2 and 1.
20. Finalists and reserves for a final must inform the timing desk of their intention to compete **30 minutes** after finalists are announced. Failure to do so will result in the waiting reserve being offered their place. Finalists reporting late will be deemed excluded.
21. The promoters do not accept responsibility for any property. Lockers are available in the changing rooms and should be used for the safe keeping of all belongings. Sportspark lockers require a padlock, please bring your own.
22. Entries to this meet will be processed in accordance with our privacy notice for swim meets. We require certain personal data for the purposes of making entries to the competition, managing the meet and the submission of results to Rankings. Consent to process such personal data is deemed to have been given by the submission of the entry. Where the personal data of competitors, officials, coaches/team managers have been passed to use by a swim club rather than by the individuals themselves, we rely on the swim club to ensure that consent has been obtained. If required, the swim club should be able to provide evidence to us that such consent has been given. Please see "Meets Privacy Policy" at <https://www.cityofnorwichsc.co.uk/> for further information.
23. **Closing date for entries 7pm, Friday 22nd March 2019.**
24. Charges as follows:
 - Entry Fees £7 per 50m/100m/200m/400m, £10 per 800m/1500m event
 - Coaches Passes £20.00 (no food); £40 (with food)
 - Spectator entry will be by colour coded wrist band and will be charged at £8.00 per day or £4 per session. Spectators will be charged the higher rate for each day (£8 if you enter in sessions 1, 4, or 7, £4 if you enter in the afternoon) and refunds will be given accordingly as long as the spectator leaves before the start of the next session and turns in their wrist band. On payment of £20 you can enter all sessions for the full Weekend.
 - Programmes for the weekend £5.00
25. Team Managers/Coaches will be allowed on poolside if wearing a pre-purchased pass. Passes can be requested with the entry forms and will be £20.00 per person or £40.00 per person inc food for all 3 days of the weekend. Coaches and Team Managers must be club trained personnel and clubs are asked to maintain the recommended ratio of 1:10. Untrained parents without DBS checks are **NOT** allowed poolside.
26. In accordance with the Swim England Child Safeguarding Policies and Procedures, any parents or carers of swimmers under the age of 18 who wish to take photographic or video images are requested to focus on their own child as much as reasonably possible and to avoid including other children in those images. Should you have any concerns about photography or filming please bring them to the attention of the promoter.
27. Please help to maintain a high standard of health and safety by not blocking stairways, emergency exits and walkways with bags and report any issues immediately to a member of the pool staff or to the Open Meet Promoter.
28. Warm up protocol: No diving during any warm-up sessions, except in the designated sprint lanes, odd lanes will swim clockwise (1, 3, 5, 7) even lanes (2, 4, 6, 8) will swim counter clockwise. Swimmers using sprint lanes must swim 15m before slowing up. All swimmers must leave the water by the side of the pool and not over the timing pads. Coaches should manage the lanes their swimmers are using during the warm up sessions.
29. A secondary starting strobe will be available at this meet.
30. Any matter not covered by these conditions will be determined by the Promoter and Referee, subject to Swim England Laws, Regulations and the Swim England Technical Rules of Racing.

We hope you have an enjoyable meet. Please let us know of anything you feel may help us improve the meet in the future.

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(Level 1 License No. 1ER190358)

Sportspark ,UEA, Norwich: Fri 19th - Sun 21st April 2019

Friday 19th April

Session 1 – Warmup 8.00am, Start 9.10am			Session 3 – Finals – Warmup TBA		
101	Boys	200 Breaststroke HDW	205F	Mixed	11/Over 800 Freestyle Fastest Heat
102	Girls	200 Backstroke HDW	103F	Boys	13/14 100 Butterfly Final
103	Boys	100 Butterfly Heats	103F	Boys	15/16 100 Butterfly Final
104	Girls	100 Freestyle Heats	103F	Boys	17/Over 100 Butterfly Final
105	Boys	50 Backstroke Heats	104F	Girls	13/14 100 Freestyle Final
106	Girls	50 Breaststroke Heats	104F	Girls	15/16 100 Freestyle Final
107	Boys	400 Freestyle HDW	104F	Girls	17/Over 100 Freestyle Final
			105F	Boys	13/14 50 Backstroke Final
			105F	Boys	15/16 50 Backstroke Final
			105F	Boys	17/Over 50 Backstroke Final
			106F	Girls	13/14 50 Breaststroke Final
			106F	Girls	15/16 50 Breaststroke Final
			106F	Girls	17/Over 50 Breaststroke Final
			204F	Boys	13/14 50 Breaststroke Final
			204F	Boys	15/16 50 Breaststroke Final
			204F	Boys	17/Over 50 Breaststroke Final
			203F	Girls	13/14 100 Butterfly Final
			203F	Girls	15/16 100 Butterfly Final
			203F	Girls	17/Over 100 Butterfly Final
Session 2 – Warmup TBA, Start 0144					
201	Girls	200 Breaststroke HDW			
202	Boys	200 Backstroke HDW			
203	Girls	100 Butterfly Heats			
204	Boys	50 Breaststroke Heats			
205	Mixed	11/Over 800 Freestyle (4 heats)			

Saturday 20th April

Session 4 – Warmup 8.00am, Start 9.10am			Session 6 – Finals – Warmup TBA		
401	Girls	200 IM HDW	506F	Mixed	11/Over 1500 Freestyle Fastest Heat
402	Boys	200 Butterfly HDW	403F	Girls	13/14 50 Freestyle Final
403	Girls	50 Freestyle Heats	403F	Girls	15/16 50 Freestyle Final
404	Boys	100 Freestyle Heats	403F	Girls	17/Over 50 Freestyle Final
405	Girls	400 Freestyle HDW	504F	Boys	13/14 50 Butterfly Final
			504F	Boys	15/16 50 Butterfly Final
			504F	Boys	17/Over 50 Butterfly Final
			505F	Girls	13/14 50 Butterfly Final
			505F	Girls	15/16 50 Butterfly Final
			505F	Girls	17/Over 50 Butterfly Final
			404F	Boys	13/14 100 Freestyle Final
			404F	Boys	15/16 100 Freestyle Final
			404F	Boys	17/Over 100 Freestyle Final
			503F	Girls	13/14 100 Backstroke Final
			503F	Girls	15/16 100 Backstroke Final
			503F	Girls	17/Over 100 Backstroke Final
Session 5 – Warmup TBA, Start 0144					
501	Girls	200 Butterfly HDW			
502	Boys	200 IM HDW			
503	Girls	100 Backstroke Heats			
504	Boys	50 Butterfly Heats			
505	Girls	50 Butterfly Heats			
506	Mixed	11/Over 1500 Freestyle HDW (3 Heats)			

Sunday 21st April

Session 7 – Warmup 8.00am, Start 9.10am			Session 9 – Finals – Warmup TBA		
701	Boys	100 Backstroke Heats	701F	Boys	13/14 100 Backstroke Final
702	Girls	200 Freestyle HDW	701F	Boys	15/16 100 Backstroke Final
703	Boys	50 Freestyle Heats	701F	Boys	17/Over 100 Backstroke Final
704	Girls	100 Breaststroke Heats	704F	Girls	13/14 100 Breaststroke Final
705	Boys	400 IM HDW	704F	Girls	15/16 100 Breaststroke Final
			704F	Girls	17/Over 100 Breaststroke Final
			803F	Boys	13/14 100 Breaststroke Final
			803F	Boys	15/16 100 Breaststroke Final
			803F	Boys	17/Over 100 Breaststroke Final
			802F	Girls	13/14 50 Backstroke Final
			802F	Girls	15/16 50 Backstroke Final
			802F	Girls	17/Over 50 Backstroke Final
			703F	Boys	13/14 50 Freestyle Final
			703F	Boys	15/16 50 Freestyle Final
			703F	Boys	17/Over 50 Freestyle Final
Session 8 – Warmup TBA, Start 0144					
801	Boys	200 Freestyle HDW			
802	Girls	50 Backstroke Heats			
803	Boys	100 Breaststroke Heats			
804	Girls	400 IM HDW			

* Session start times may change depending on entries. Information will be posted with accepted entries.

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(Level 1 License No. 1ER19TBC)

Sportspark ,UEA, Norwich: Fri 19th - Sun 21st April 2019

BOYS Qualifying Times						Long Course Times	GIRLS Qualifying Times					
10	11	12	13/14	15/16	17/o		Event	10	11	12	13/14	15/16
40.00	39.00	35.90	34.00	29.50	28.70	Freestyle 50m	41.80	39.30	37.40	36.00	34.20	33.20
1:25.80	1:20.80	1:15.70	1:11.80	1:08.40	1:04.40	Freestyle 100m	1:29.20	1:25.10	1:20.30	1:18.20	1:15.70	1:13.70
3:10.60	2:55.30	2:45.80	2:37.60	2:23.70	2:15.70	Freestyle 200m	3:10.40	2:58.30	2:47.50	2:38.20	2:30.10	2:24.10
6:30.40	5:59.00	5:40.10	5:28.80	4:54.60	4:48.60	Freestyle 400m	6:27.40	5:59.40	5:39.80	5:26.30	5:02.80	4:54.80
	10:50.00	10:50.00	10:24.00	9:42.00	9:13.00	Freestyle 800m		10:49.60	10:39.00	10:25.80	9:55.50	9:50.50
	22:40.70	20:40.50	20:10.60	18:22.10	17:30.10	Freestyle 1500m		22:35.00	20:35.20	19:59.20	19:01.50	18:40.30
59.60	49.20	45.60	43.80	41.70	36.80	Breaststroke 50m	58.50	49.80	48.00	47.10	45.60	40.60
1:55.30	1:49.50	1:39.70	1:32.80	1:29.40	1:21.40	Breaststroke 100m	1:59.10	1:50.30	1:48.60	1:38.20	1:30.50	1:26.50
4:20.20	3:45.10	3:29.20	3:19.50	3:01.40	2:52.40	Breaststroke 200m	3:55.50	3:38.60	3:28.90	3:18.50	3:08.70	2:59.70
48.00	45.20	43.50	39.20	36.50	34.50	Backstroke 50m	48.00	47.10	45.90	39.40	37.00	36.00
1:35.80	1:30.80	1:28.10	1:27.20	1:20.20	1:13.20	Backstroke 100m	1:39.50	1:33.50	1:28.90	1:27.50	1:17.60	1:15.60
3:55.80	3:25.00	3:15.70	2:59.30	2:39.00	2:32.00	Backstroke 200m	3:29.30	3:19.00	3:09.60	2:59.50	2:48.80	2:44.80
49.50	47.80	39.10	38.90	33.20	31.20	Butterfly 50m	46.00	44.70	39.60	38.70	36.80	35.80
1:35.50	1:27.70	1:25.50	1:19.80	1:12.80	1:08.80	Butterfly 100m	1:39.90	1:33.10	1:29.90	1:25.60	1:17.20	1:14.20
3:40.30	3:25.50	3:15.90	3:05.90	2:39.40	2:29.40	Butterfly 200m	3:39.60	3:19.60	3:10.70	2:59.50	2:45.70	2:43.70
3:39.60	3:24.30	3:12.80	2:59.70	2:43.40	2:33.40	Ind Medley 200m	3:39.60	3:24.30	3:09.30	2:59.80	2:48.90	2:44.90
7:26.30	6:55.80	6:40.70	6:34.40	5:40.20	5:23.20	Ind Medley 400m	7:26.20	6:49.30	6:29.90	6:10.60	5:50.20	5:45.20

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Sportspark ,UEA, Norwich: Fri 19th - Sun 21st April 2019

Under Swim England Laws & Technical Rules, Affiliated to Swim England East Region

External Club Summary Entry Form

Please return this completed form with your entries confirmation of BACS payment to Acct: 59071068, Sort 30-96-17, Ref EM19 XXXX (Club Shortform Code), to: Tracey Spinner, 16 Ethel Road, Norwich, NR1 4DB or email to tbirdspinner@gmail.com.

Closing date 7pm Friday 22nd March 2019

Club Name:			
Contact Name:			
Email Address:			
Telephone No:			
Entry Details:			
		No of Entries/ Passes	Cost
Swimmers	@ £7 per 50m, 100m, 200m and 400m event		£
	@ £10 per 800m & 1500m event		£
Coaches Pass	@ £20 no food		£
	@ £40 with food		£
Admin Fee	@£5 per swimmer if manual entry		
		TOTAL	£

* If you wish to pay by BACS please make payment to:
Sort: 30-96-17; Account: City of Norwich Swimming Club Ltd; Account No: 59071068; Ref: EM19 "Club 4 character Swim England Code" or contact tbirdspinner@gmail.com for further information and guidance.

Checklist – By the Closing Date of 7pm 22nd March 2019 please ensure you have:

Either Emailed:

Hytek Entry File
Hytek Meet Entry Report
Coach/Chaperone Forms
Officials Forms (1 licensed official for every 10 swimmers)
(BACS Transfer)

Or Posted:

Club Summary Entry Form (this form) including £5 admin
Hytek Entry Report
Coach/Chaperone Forms
Officials Forms (1 licensed official for every 10 swimmers)
Cheque (payable to City of Norwich Swimming Club Ltd)

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INDIVIDUAL ENTRY FORM									
FORENAME:		SURNAME:							
CLUB:		AGE (@ 31/12/19):							
SEX:	MALE/FEMALE	DATE OF BIRTH:							
EMAIL ADDRESS:		DISABILITY CLASSIFICATION:							
TELEPHONE NO:		Swim England No							
EVENT	COST PER EVENT	ENTRY TIME (LC)*	IF CONVERTED STATE SHORT COURSE TIME*:						
50M FREESTYLE	£7.00								
100M FREESTYLE	£7.00								
200M FREESTYLE	£7.00								
400M FREESTYLE	£7.00								
800M FREESTYLE (G)	£10.00								
1500M FREESTYLE (B)	£10.00								
50M BACKSTROKE	£7.00								
100M BACKSTROKE	£7.00								
200M BACKSTROKE	£7.00								
50M BREASTSTROKE	£7.00								
100M BREASTSTROKE	£7.00								
200M BREASTSTROKE	£7.00								
50M BUTTERFLY	£7.00								
100M BUTTERFLY	£7.00								
200M BUTTERFLY	£7.00								
200M IM	£7.00								
400M IM	£7.00								
TOTAL ENTRIES			£						
<i>Admin Fee (City of Norwich SC Swimmers and Visiting Clubs manual entry only)</i>		@ £5.00	£						
		TOTAL	£						

**If time not on Swim England database please state origin on reverse of form. City of Norwich Swimmers please just tick the entry time boxes.*

CLOSING DATE FOR ENTRIES IS 7pm 22nd March 2019

Please return this form and/or an "Entries Summary Form" as appropriate, to Tracey Spinner, 16 Ethel Road, Norwich, NR1 4DB , with a

cheque made payable to: **City of Norwich Swimming Club Ltd.** If you would like to pay by BACS tick here and use EM19 plus the first 4 letters of your surname as the reference – pay to: Account: 59071068; Sort 30-96-17.

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Sportspark ,UEA, Norwich: Fri 19th - Sun 21st April 2019

Under Swim England Laws & Technical Rules, Affiliated to the Swim England East Region

Coaches / Chaperone Pass Individual Application Form

Closing date 7pm 22nd March 2019

Full Name:			
Club Name:			
Position: (eg Coach)			
Email Address:			
Swim England Membership Number:			
Meet Pass	Without Food: £20: <input type="checkbox"/>	With Food £40:	<input type="checkbox"/>
Dietary Requirements			

The above named person is authorised to hold a pass for this club and their details are visible on the Swim England Members Check Website:

Signed _____ Club Secretary

Coach's Passes will not be available on the day. There will be no access to poolside without a coach's pass Passes are £20.00 (no food) or £40 (with food) each and include entry to poolside and results service. All completed forms to be returned to:

Tracey Spinner, 16 Ethel Road, Norwich, NR1 4DB

City of Norwich Swimming Club Easter Long Course Meet 2019

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Sportspark ,UEA, Norwich: Fri 19th - Sun 21st April 2019

Under Swim England Laws & Technical Rules, Affiliated to the East Region ASA

Officials Request Form

Please complete details, noting that only fully licensed officials are eligible to officiate at a L1 meet:

Full Name:				
Qualification <i>(tick box applicable):</i>	JL1	JL2	JL2S	LRef
Date License Valid To:			Licence Number:	
Sessions Available:	Friday	S1	S2	S3
	Saturday:	S4	S5	S6
	Sunday:	S7	S8	S9
Mobile No:				
Email Address:				
Club:				
Swimmer's Name				
Mentor Request	<i>If you are in the middle of training to become an official and require mentoring, please indicate the sessions you are available and use this box to detail the tasks you require mentoring for.</i>			
Dietary Requirements	<i>Officials working a full day will be provided with lunch. Let us know if you have any special requirements.</i>			

Please email completed form to Adele Gilbertson at deligilbo@icloud.com or return the form with your entry form via your club entry.
Thank you



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Race Sponsorship Form

For only £10 you can sponsor a race your child/grandchild will be competing in at The Easter Meet 2019.

Why not have an encouraging message printed in the Meet Programme?

To sponsor a race please complete the sponsorship form below. Pick 3 events in order of preference, events will be allocated on a first come first served basis. Return your sponsorship form, with a cheque for £10 payable to City of Norwich Swimming Club Ltd, with your entry form. Alternatively mail it direct to Tracey Spinner, CoNSC, 16 Ethel Road, Norwich NR1 4DB.

If your first choice is already taken we will go to the second or third choices. If all are taken we will contact you to choose another event. If you wish to sponsor more than 1 event please make this clear on the form and on the cheque (£10 per event).

I would like to sponsor:

Name to be used for Sponsorship:

1st Choice Event No:

2nd Choice Event No:

3rd Choice Event No:

Cheque for £..... enclosed, made payable to City of Norwich Swimming Club Ltd.

